



CHAIRMAN OF THE JOINT CHIEFS OF STAFF INSTRUCTION

J-2
DISTRIBUTION: A, B, C, S

CJCSI 5140.01
26 June 2015

MILITARY TARGETING COMMITTEE GOVERNANCE AND MANAGEMENT

1. Purpose. This instruction establishes the Military Targeting Committee (MTC) as a federation of senior targeting representatives from United States (U.S.) Defense Agencies and allied nations to propose, review, debate, analyze and prioritize targeting issues of mutual concern, and when appropriate, decide on and implement common solutions. This instruction establishes and documents the composition of the MTC, defines the responsibilities of the MTC members, and directs the annual development and update of the MTC Action Plan (MAP).
2. Superseded/Cancellation. The MTC Charter, 1 August 2011, is hereby superseded.
3. Applicability. This document applies to the Combatant Commands (CCMDs), Joint Staff (JS), Services, Department of Defense (DoD) Agencies, and participating partner nation representatives.
4. Policy
 - a. The MTC, as implemented by this instruction, plays a critical role in ensuring the U.S. and allied targeting communities formally identify and jointly work solutions to critical targeting issues. The MTC provides a forum for organizations with significant and enduring joint targeting and target intelligence equities to bring their targeting issues and concerns forward to the joint senior-level targeting forum.
 - b. Enclosure A outlines the MTC organization, roles, and membership (to include subordinate working groups) and describes the process for developing, implementing, and executing the annual MAP.

c. Enclosure B outlines the responsibilities for MTC members and subordinate working groups.

d. Enclosure C provides the format for MTC members to nominate new targeting issues for inclusion in the MAP.

5. Definitions. See Glossary.

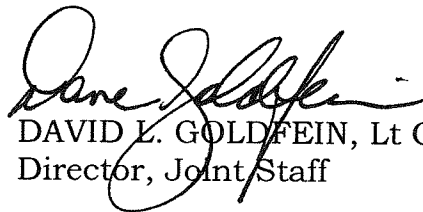
6. Responsibilities. See Enclosure B.

7. Summary of Changes. None.

8. Releasability. UNRESTRICTED. This directive is approved for public release; distribution is unlimited on the Non-Secure Internet Protocol Router Network (NIPRNET). DoD Components (to include Combatant Commands), other Federal agencies, and the public, may obtain copies of this directive through the Internet from the CJCS Directives Electronic Library at <http://www.dtic.mil/cjcs_directives>. Joint Staff activities may also obtain access via the Secret Internet Protocol Router (SIPR) directives Electronic Library Web sites.

9. Effective Date. This INSTRUCTION is effective upon receipt.

For the Chairman of the Joint Chiefs of Staff:



DAVID L. GOLDFEIN, Lt Gen, USAF
Director, Joint Staff

Enclosures

- A - Organization, Roles, Membership, and Processes
- B - Responsibilities
- C - MAP Nomination Format
- GL - Glossary

DISTRIBUTION

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ENCLOSURE A

ORGANIZATION, ROLES, MEMBERSHIP, AND PROCESSES

1. Organization

a. Military Targeting Committee (MTC). The MTC is a confederation of U.S. and allied targeting and operations officers, program and functional managers, and functional staffs that collectively address and prioritize targeting issues and initiatives. It is the senior-level leadership, advisory, coordination, and decision-making forum to resolve targeting issues of mutual concern. The MTC membership is composed of organizations with significant and enduring joint targeting and target intelligence equities, and is made up of the following components: Executive Members, Associate Members, Executive Secretariat, and Targeting Issues Working Groups (TIWG).

b. MTC Chairperson. The MTC Chairperson, by position, is the senior member of the MTC who is an Executive Member and chairs all MTC meetings. The MTC Chairperson is appointed at the Joint Staff J-2 Deputy Directorate level.

c. MTC Executive Secretariat. The MTC Executive Secretariat is the Joint Staff Targeting Division Chief who serves as the principal action and coordination officer for the MTC and MTC Chairperson.

d. MTC Coordinator. The MTC Coordinator conducts the day-to-day MTC coordination activity on behalf of the Executive Secretariat.

e. MTC Executive Member. An MTC Executive Member is an MTC member with voting privileges. The following positions and representatives from the following organizations form the executive membership:

- (1) MTC Chairperson
- (2) Combatant Command J-2 Targeting Chiefs or designated representatives
- (3) Service designated representatives
- (4) Joint Staff J-3 representative
- (5) United Kingdom Ministry of Defence representative
- (6) Australian Defence Force representative

26 June 2015

(7) Canadian National Defence Headquarters representative

(8) New Zealand Defence Force Headquarters representative

(NOTE: Although MTC allied representatives are Executive Members, voting privileges are limited to those issues pertaining to subject areas, either topical or geographical, in which the allied country (countries) has (have) direct or anticipated involvement, as determined by the MTC Chairperson. Filling the Executive Member positions is at the option of each country. The voting process of the MTC will be structured to avoid creation of an advisory committee for purposes of the Federal Advisory Committee Act.)

f. MTC Associate Member. An MTC Associate Member does not have voting privileges but is influential in determining MTC priorities. MTC Associate Members may include, but are not limited to, representatives from the following:

- (1) All Subunified Commands
- (2) Headquarters (HQ) Air Combat Command
- (3) National Geospatial-Intelligence Agency
- (4) Defense Threat Reduction Agency
- (5) Defense Intelligence Agency
- (6) Joint Staff J-6 and J-8
- (7) Supreme Headquarters Allied Powers Europe (SHAPE) Chief of
Targets
- (8) Under Secretary of Defense for Intelligence
- (9) Joint Targeting School
- (10) National Security Agency
- (11) Central Intelligence Agency
- (12) National Reconnaissance Office
- (13) Joint Warfare Analysis Center
- (14) Joint Technical Coordinating Group for Munitions Effectiveness

26 June 2015

g. MTC Action Plan (MAP). The MAP is the annual plan that outlines key issues for MTC action. The MAP provides an annual agenda for Combatant Commands, Services, agencies, and partner nations to cooperate in the analysis and development of solutions for selected joint targeting issues based on MTC goals. MTC goals are based on the common mission requirements of the senior U.S. and allied targeting leaders' organizations. The MAP is drafted and executed by the MTC and captures the most critical joint targeting issues, allowing the Joint Staff, Combatant Commands, Services, Combat Support Agencies and partner nations to apply appropriate resources against these issues.

h. MAP Offices of Primary Responsibility (OPR). MAP OPRs are organizations, offices and/or persons identified with the primary responsibility for resolving a particular MAP issue and/or action item.

i. MAP Offices of Collateral Responsibility (OCR). MAP OCRs are organizations, office and/or persons identified to provide assistance to MAP OPRs to resolve open MAP issues and/or actions.

j. TIWG. An action-officer level working group convened under the direction of the MTC to advance the resolution of issues and actions contained in the MAP.

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ENCLOSURE B
RESPONSIBILITIES

1. Functional Responsibilities

a. Joint Staff Director for Intelligence, J-2. The Joint Staff J-2 will approve the annual MAP.

b. MTC Chairperson. The MTC Chairperson will:

(1) Limit the scope of MTC involvement to joint targeting-related activities and issues, primarily focused on joint targeting and target intelligence issues, to include:

(a) Target-related intelligence collection, exploitation, analysis and production.

(b) Targeting planning, programmatic, and managerial issues.

(c) Targeting databases and product standards.

(d) Targeting-related training.

(e) Systems supporting joint targeting.

(f) Joint targeting policy, doctrine and tactics, techniques, and procedures.

(g) Capabilities-related issues.

(2) Conduct MTC general meetings a minimum of three times per year. At least one MTC will be conducted as a formal in-person meeting and additional MTC meetings may be accomplished by video teleconference (VTC). General meetings are open to all MTC Executive and Associate members.

(3) Conduct MTC executive sessions, as required. MTC executive sessions are restricted to MTC Executive Members, supported by the Executive Secretariat. Additional persons may attend if Executive Members determine that input is required from subject matter experts.

(4) Ensure a quorum exists (> 50 percent of Executive Members) prior to MTC decision voting.

26 June 2015

(5) Lead the annual update of the MAP, ensuring all MAP targeting issues and actions are designed to:

(a) Achieve unity of purpose, position, and effort within the U.S. Department of Defense (DoD), and when appropriate, with partner nations on military targeting issues of common concern.

(b) Enhance the quality and responsiveness of joint targeting and target intelligence support to war planning and warfighting across the spectrum of conflict, to include defining targeting and target intelligence requirements supported through the Defense Intelligence Analysis Program.

(c) Advance the application of technology and prioritize resources/capabilities to satisfy joint targeting requirements.

(d) Facilitate fulfillment of the requirements in the Joint Strategic Capabilities Plan with respect to targeting support to military operations.

(e) Provide senior leadership a coordination structure that prioritizes targeting and target intelligence issues and actively pursues solutions.

(6) At the annual in-person MTC meeting, ensure 100 percent consensus (validation) is reached by the attending Executive Members on the draft MAP. If consensus cannot be reached, elevate unresolved issues to appropriate forums, e.g., the Military Intelligence Board (MIB), Joint Requirements Oversight Council (JROC), Senior Military Intelligence Officer's Conference (SMIOC), Joint Technical Coordinating Group Munitions Effectiveness (JTCG/ME) Executive Steering Committee (ESC), and/or the Joint Fire Support (JFS) ESC.

(7) Submit the validated MAP to the Joint Staff J-2 for review and approval.

c. MTC Executive Secretariat. The MTC Executive Secretariat will:

(1) Chair MTC meetings when the MTC Chairperson is unavailable.

(2) Plan, organize, and help execute MTC meetings on behalf of the MTC Chairperson.

(3) Assist with MAP development.

(a) Solicit MAP nomination papers prior to the annual in-person MTC.

(b) Prepare a draft MAP based on open issues and newly nominated issues.

(c) Provide the draft MAP to MTC members, allowing sufficient time for members to review prior to the MTC meeting.

(d) Identify appropriate OPRs for each MAP action item.

(4) Execute the MAP.

(a) Track the status of MAP issues and actions.

(b) Update MAP status as changes occur.

(c) Brief the current status of the MAP at each MTC meeting.

(d) Recommend to the MTC Chairperson MAP issues/action items that should be closed or placed in a “monitor only” status.

(5) Maintain a master calendar of dates and topics for all TIWGs and coordinate with MAP OPRs to deconflict TIWGs.

(6) Invite non-MTC members to participate, as appropriate.

(7) Ensure MTC and TIWG meeting minutes are published no later than 10 days after the MTC or TIWG and ensure minutes are archived as necessary.

(8) Prepare correspondence to surface issues, requirements and recommendations to appropriate decision making authorities, forums, staffs, or agencies.

(9) Inform the MTC membership of all planned TIWGs and help facilitate appropriate representation.

(10) Serve as a point of contact for other targeting-associated efforts and organizations.

(11) Inform the MIB, SMIOC, and JFS ESC, as required.

d. MTC Coordinator. The MTC Coordinator will:

(1) Plan and coordinate all MTC meetings (VTCs and annual in-person conference).

- (2) Maintain and update MTC distribution lists.
- (3) Draft, coordinate and email MTC announcements and updates.
- (4) Solicit agenda items and prepare draft agendas.
- (5) Update SharePoint sites with read-ahead materials for MTC members and coordinate with allied members via StoneGhost and other networks.
- (6) Conduct pre-briefs with the MTC Executive Secretariat and MTC Chairperson prior to each MTC meeting.
- (7) Ensure all security requirements are met prior to the start of each MTC meeting.

e. MTC Executive Members. MTC Executive Members will:

- (1) Address and recommend solutions to joint targeting and target intelligence issues identified by components of the MTC, the JS/J2, MIB, SMIOC, or JFS ESC.
- (2) Identify and resolve issues, problems, and requirements and provide input to the future direction of the joint targeting community.
- (3) Establish or disestablish targeting-related technical advisory groups, conferences, meetings, and committees, as required.
- (4) Inform their respective chains-of-command and senior intelligence officer leadership of ongoing MTC action items.
- (5) Identify and make recommendations for abolishment or redirection of unnecessary or duplicative targeting community efforts, products, or documentation.
- (6) Develop and/or update the annual MTC Action Plan (MAP).
- (7) Attend all MTC meetings (resources/mission permitting).
- (8) Validate (by vote) new issue nominations for the MAP.
- (9) Recommend OPRs for each validated issue/action item.

(10) Represent the consolidated position of their organization and components/organizations that fall within their purview on all decision votes, to include, but not limited to:

- (a) Endorsement of the MAP.
- (b) Validation of new MAP issue nominations.
- (c) CJCSI critical comment resolution.

(11) Recommend changes to CJCSI 5140.01, "Military Targeting Committee Governance and Management."

(12) Submit MAP nominations for new targeting issues a minimum of 30 days prior to the next scheduled MTC to allow MTC members sufficient time to review prior to the meeting.

(13) Prepare briefings, when requested by the MTC Chairperson, for new MAP nominations, for presentation at MTC meetings. Provide briefings to the MTC coordinator not later than 2 weeks prior to the scheduled MTC.

(14) Meet suspenses established in MTC announcements to ensure all MTC members receive ample time to review MTC materials prior to meetings.

f. MTC Associate Members will:

(1) Participate regularly in general MTC meetings (bandwidth limitations may preclude participation in VTCs).

(2) Prepare decision makers between meetings and submit MAP issue nominations for consideration, as appropriate.

(3) Submit MAP nominations a minimum of 30 days prior to the next scheduled MTC to allow MTC members sufficient time to review prior to the meeting (see Enclosure C for format).

g. MAP OPRs will:

(1) Convene a TIWG, if necessary, to progress the issue for which he/she is OPR. TIWGs may be convened in person, or via VTC.

(2) Inform the MTC Executive Secretariat of any TIWG prior to the meeting.

(3) Update MTC members on progress at regularly scheduled MTC meetings.

(4) Request support from the MTC Secretariat if support is needed prior to the next scheduled MTC meeting.

(5) Forward TIWG minutes to the MTC Executive Secretariat within 10 days.

h. MAP OCRs will provide assistance to MAP OPRs to resolve open MAP issues and action items.

ENCLOSURE C

MAP ISSUE NOMINATION FORMAT

1. **Issue.** (Provide a succinct summary that describes the targeting issue/problem.)
2. **Background Information.** (Provide pertinent information that will help MTC members better understand the issue. If this issue has been identified/worked previously, describe prior activity. MTC members rotate frequently—provide sufficient info to allow all to understand the issue.)
3. **MTC Intent.** (Briefly state the outcome desired by addressing/working this issue through the MTC.)
4. **Actions.** (Break the issue down into actions that must be accomplished to remedy the identified issue. Identify an OPR for each action—by organization/office symbol.)
 - a. Action 1: (Explain what needs to be done.)

OPR: (Recommend OPR by organization, office symbol and (if known) name.

OCR: (Recommend OCR by organization, office symbol and (if known) name.
 - b. Action 2: (All recommended actions follow the same format as above.)

NOTE: When nominating an additional (new) action for an existing issue, it is only necessary to complete items 1 and 4 above.

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GLOSSARY

ABBREVIATIONS AND ACRONYMS

CCMD	Combatant Command
CJCSI	Chairman of the Joint Chiefs of Staff Instruction
DoD	Department of Defense
ES	Eisenhower School
ESC	Executive Steering Committee
HQ	headquarters
JFS	Joint Fire Support
JROC	Joint Requirements Oversight Council
JTCG/ME	Joint Technical Coordinating Group for Munitions Effectiveness
MAP	MTC Action Plan
MIB	Military Intelligence Board (MIB)
MTC	Military Targeting Committee
NIPRNET	Non-Secure Internet Protocol Router Network
NLT	no later than
OCR	Office of Collateral Responsibility
OPR	Office of Primary Responsibility
SHAPE	Supreme Headquarters Allied Powers Europe”
SIPRNET	Secure Internet Protocol Router Network
SMIOC	Senior Military Intelligence Officer’s Conference
TIWG	Targeting Issues Working Group
U.S.	United States
USAF	U.S. Air Force
VTC	video teleconference

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